

ELECTIONS CHAPTER 100

[Added 07-17-2002 by Ord. No. 17-2002]

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100-1. Definitions.

CANDIDATE - Any person for whom votes are sought in an election

ELECTION - Any general biennial, municipal or special election for City Council or School Board.

ELECTION ASSISTANTS – Performs duties such as ballot checker, assisting voters with questions, helping register new voters, assist selectman/ward clerk on the in/out checklist, count write-in votes and other duties as directed by the Ward Moderator. *[Added 02-19-03 by Ord. No. 04-2003]*

ELECTION OFFICIALS - All persons who receive pay for work at the election polls under the supervision of the City Clerk including but not limited to:

Moderator – Responsible for overseeing the election process at the polling place of the Ward to which he/she was elected and ensuring that all applicable laws and procedures are carried out and followed by all participants at the polling place. The Moderator shall document and report to the City Clerk any and all occurrences that may have either a direct or indirect impact of said election.

Ward Clerk – Performs whatever duties deemed necessary by the Moderator including verifying and recording ballot count information.

Selectman – Responsible for the “in” and “out” checklists at the polling place; including verifying voter information, handing out of ballots, directing voter to booth, and any other duties deemed necessary by the Moderator.

Supervisor of the Checklist – Responsible for maintaining up to date voter checklist information for the Ward to which he/she was elected in accordance with all applicable laws.

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100-2. Authority.

This Chapter should be read in conjunction with the State Law on Election Procedure RSA's 659, 664 and City Charter Section C2-13.

100-3. Candidates.

All candidates for the office of School Board or City Council shall:

- A. Disclosure the name and address of their fiscal agent and campaign manager, **if different**, when filing for office.
- B. Be provided with a copy of NH RSA 659:34 – 45 and copies of the relevant sections of the Dover City Charter and City Code pertaining to conduct of elections, political advertising (RSA 664:14) and contributions (City Code Chapter 137).
- C. Candidates are invited to attend a biannual election law class to be held at a date and time announced by the City Clerk.

100-4. Conduct at Polls

- A. Elected Election Officials – are required to attend the biannual election law class in order to receive payment for services rendered unless excused by the City Clerk for good cause. All other ward workers are also invited to attend the class.
- B. Barrier – a ten foot wide corridor shall be constructed at each polling place in the City. The corridor shall be constructed by use of a continuous non-breakable material to prevent access to voters who are entering the polls.
- C. No person shall hand out campaign material within the ten-foot wide corridor, or interfere with voters who are passing through.

(1) Distributing Campaign Materials at Polling Place, RSA 659:43,I. No person who is a candidate for office or who is representing or working for a candidate shall distribute or post at a polling place any campaign material in the form of a poster, card, handbill, placard, picture or circular which is intended to influence action of the voter within the building where the election is being held.

- (2) No person shall distribute any campaign materials or perform any electioneering activities or any activity which affects the safety, welfare and rights of voters within a corridor of 10 feet wide and extending a distance from the entrance door of the building as determined by the moderator where the election is being held.
- D. The City Clerk may utilize monitors, if available, to oversee outside activity and give directions to voters. Such monitors shall have a clearly marked City of Dover authorization displayed on their outer clothing.
- E. Ward Moderators will be provided with communication devices upon request in order to facilitate communication with the Clerk on Election Day.

100-5. Election Assistants: *[Added 02-19-03 by Ord. No. 04-2003]*

- A. **Number of Assistants:** Election Assistants may be employed by each Ward Moderator as follows:
- (1) Federal Election: Up to 8 Assistants
 - (2) State Election: Up to 6 Assistants
 - (3) Municipal Election: Up to 4 Assistants
- B. **Compensation:**
- (1) Election Assistants and other ward officials may be compensated up to \$10 per hour depending on position. The Ward Moderator may receive up to \$12.00 per hour. Any elected official, who chooses to volunteer, may do so without compensation.
 - (2) All ward officials and assistants shall submit an affidavit that they are not being compensated by additional wages from the City of Dover on the same day they submit for hours worked at the polls.
- C. **Vacancy:**
- (1) In the event of temporary absence of Ward Moderator, the City Clerk shall appoint an elected ward official pro-tem to serve in the officials place.
 - (2) In the event of a permanent vacancy, the City Council shall appoint a registered voter in that ward to serve the remainder of the term, as per Charter Section C2-2.

D. Qualifications:

- (1) All assistants shall be capable of performing the duties assigned.
- (2) All assistants shall be registered voters and reside in the City of Dover.
- (3) Election assistants except elected ward officials) are prohibited from also being a candidate for office whose name appears on the ballot during the election they are working.

100-6. Board of Supervisors of Elections. [Added 09-17-03 by Ord. No. 20-2003]

A. Hours of Sessions:

Notwithstanding Charter Section C26, State Laws 654:27, 28; 654:32; 669:5, and 671:15 (amended July 1, 2003), allow Supervisors to hold sessions for one half hour, which can be extended at the discretion of supervisors. The City Clerk is authorized to follow state law in reducing the amount of hours the supervisors sit in accordance with the newly amended laws.

100-7. Penalties. [Amended 09-17-03 by Ord. No. 20-2003]

Any person found in violation of this chapter may be subject to a fine of up to \$1,000.